

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date:	July 8, 2025	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Regular
		<input type="checkbox"/> Ordinance	<input type="checkbox"/> Public Hearing
Department:	Facilities Development & Operations		

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to authorize: staff to negotiate a development and conveyance agreement (DCA) with Habitat for Humanity of Greater Palm Beach County, Inc. (Habitat) for the development, construction and sale of single-family homes on County-owned infill housing properties.

Summary: Through the statutory process of escheatment, the County has come into ownership of multiple small lot parcels best suited for infill housing, with approximately 50 parcels having been identified for said use. The County’s Facilities Development and Operations (FDO) and Housing and Economic Development (HED) departments have closely collaborated to implement a plan for development of the infill housing properties. On November 2, 2021, the Board of County Commissioners (BCC) approved an updated Fiscal Strategy for the spending of American Rescue Plan Act (ARPA) funds which included an allocation towards increasing the retention and supply of affordable and workforce housing. In 2022, FDO retained architectural/engineering (A/E) services to develop model drawings that could be replicated throughout the County. Two (2) firms, Colomé & Associates, Inc. (CAI) and Williamson Design Associates (WDA), prepared model drawings for adaptation to the multiple County-owned sites. Ten (10) parcels were identified for initial project implementation; construction drawings were adapted and permits obtained. Two (2) construction managers at risk (CMRs), D. Stephenson Construction, Inc. and Asset Builders, LLC, were assigned five (5) parcels each for development. Following trade bidding, each CMR provided guaranteed maximum prices (GMPs) averaging \$600,000 per single-family home (not inclusive of demucking costs where applicable), far exceeding the allowable investment threshold for affordable and workforce housing units. Staff, its consultants, and its CMRs engaged in a value engineering analysis which proved unsuccessful as all potential adjustments would have a detrimental impact on the quality of the finished product. During the BCC Workshop meeting held on April 8, 2025, staff provided the BCC an overview of project status and noted that it was exploring alternative delivery mechanisms to reduce costs. Due to prior successful experiences collaborating with Habitat, staff reached out to the non-for-profit to explore a potential collaboration. Having reviewed the drawings, permits and other relevant documents, Habitat has confirmed that it could develop the properties for a total cost averaging \$350,000 per unit. Staff recommends it be authorized to negotiate a DCA with Habitat for the development of the infill housing properties. Habitat is a non-profit therefore, pursuant to Florida Statutes 125.38 and Section 22-104(e) of the County’s Real Property Acquisition, Disposition and Leasing Ordinance, a competitive procurement process is not required for conveyance of the County-owned parcels to Habitat. Similarly, pursuant to the Section 2-51(f)(1)(a) of County’s Procurement Code, agreements between the BCC and non-profit organizations are not subject to competitive procurement requirements. However, the DCA will include a requirement that Habitat will competitively bid the construction services. **(FDO Admin) Countywide (MWJ)**

Background and Policy Issues: Successful negotiation of a DCA for consideration and approval by the BCC, will allow for delivery of affordable and workforce housing units on County-owned parcels, which delivery has proven elusive through customary development mechanisms.

Attachments:
List of County-owned properties ready for development under the Infill Housing project

Recommended By:		
	Department Director	Date
Approved By:		
	County Administrator	Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2025	2026	2027	2028	2029
Capital Expenditures	N/A				
Operating Costs					
External Revenues					
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT					
# ADDITIONAL FTE POSITIONS (Cumulative)					

Is Item Included in Current Budget: Yes _____ No X
 Does this item include the use of federal funds? Yes _____ No X
 Does this item include the use of state funds? Yes _____ No X

B. Recommended Sources of Funds/Summary of Fiscal Impact:

There is no Fiscal Impact associated with this item.

Address	PCN	Asset #
807 Dogwood Road, WPB	00424325080190220	H07830
1436 9th Street, WPB	74434316050430140	H08949
230 SW 1st Avenue, South Bay	58364414150040050	H08920
190 NW 3rd Avenue, South Bay	58364414150090200	H08921
294 NW 10th Avenue, South Bay	58364414160010020	H08917
112 Dabau Loop, Belle Glade	04374406040090060	H08899
114 Dabau Loop, Belle Glade	04374406040090070	H08900
116 Dabau Loop, Belle Glade	04374406040090080	H08901
118 Dabau Loop, Belle Glade	04374406040090090	H08902
965 SW Avenue C, Belle Glade	04374331060050170	H08910

Fixed Assets: C. D. Rivers, Mgr., Finance, OFMB 6/30/25

C. Departmental Fiscal Review:

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development Comments:

Lexi Natch 7/1/2025
 OFMB PA 711
 ESW 7-1-25

Shunda Bragg 7/1/25
 Contract Development and Control

B. Legal Sufficiency:

[Signature] 7/1/25
 Assistant County Attorney for MS

C. Other Department Review:

Jonathan Brown
 Department Director/HED

This summary is not to be used as a basis for payment.

ATTACHMENT 1
LIST OF COUNTY-OWNED PROPERTIES READY FOR DEVELOPMENT UNDER THE
INFILL HOUSING PROJECT

807 Dogwood Road, West Palm Beach (District 2)
PCN: 00424325080190220



1436 9th Street, West Palm Beach (District 7)
PCN: 74434316050430140



230 SW 1st Avenue, South Bay (District 6)
PCN: 58364414150040050



190 NW 3rd Avenue, South Bay (District 6)
PCN: 58364414150090200



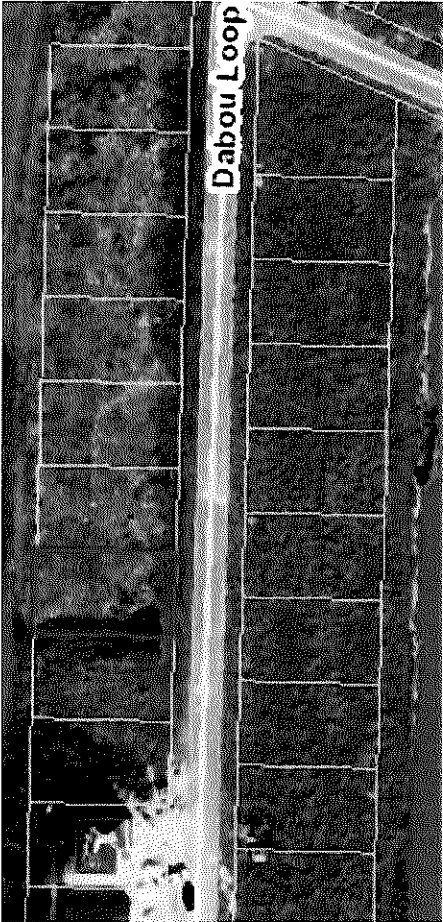
294 NW 10th Avenue, South Bay (District 6)
PCN: 58364414160010020



112 Dabou Loop, Belle Glade (District 6)
PCN: 04374406040090060



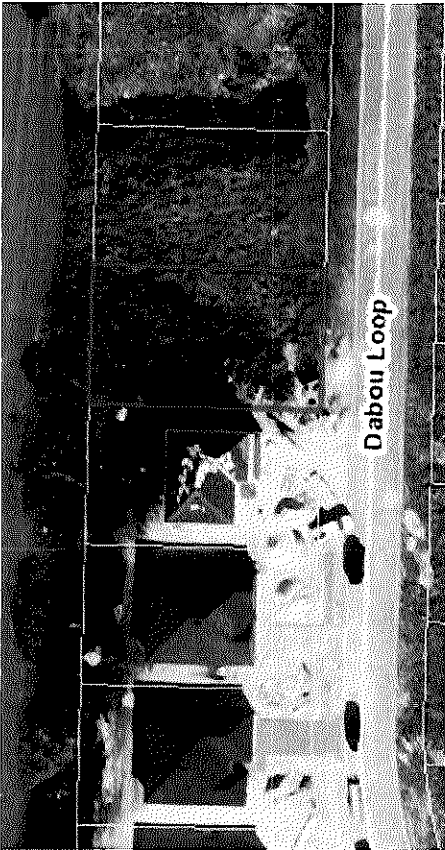
114 Dabou Loop, Belle Glade (District 6)
PCN: 04374406040090070



116 Dabou Loop, Belle Glade (District 6)
PCN: 04374406040090080



118 Dabou Loop, Belle Glade (District 6)
PCN: 04374406040090090



965 SW Avenue C PL, Belle Glade (District 6)
PCN: 04374331060050171

